

2.71 – Exhibit 01

QUALIFICATIONS FOR FINANCE/ADMINISTRATION POSITIONS

Position Task Books available at:

<http://www.nwcg.gov/pms/taskbook/finance/finance.htm>

Finance/Administration Section Chief Type 1 (FSC1)

(Position Category: ICS)

310-1 REQUIRED TRAINING

Advanced Incident Management (S-520) or Complex Incident Management Course (CIMC)

FOREST SERVICE ADDITIONAL REQUIRED TRAINING

NIMS: An Introduction (IS-700)

NRF: An Introduction (IS-800B)

310-1 REQUIRED EXPERIENCE

Satisfactory performance as a Finance/Administration Section Chief Type 2 (FSC2)

+

Successful position performance as a Finance/Administration Section Chief Type 1 (FSC1)

310-1 PHYSICAL FITNESS LEVEL

None required

310-1 POSITIONS THAT MAINTAIN CURRENCY FOR FSC1

Finance/Administration Section Chief Type 2 (FSC2)

Incident Business Advisor Type 1 (IBA1)

Incident Commander Type 1 (ICT1)

FSC1 MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS

Cost Unit Leader (COST)

Equipment Time Recorder (EQTR)

Finance/Administration Section Chief Type 2 (FSC2)

Incident Business Advisor Type 1 (IBA1)

Incident Business Advisor Type 2 (IBA2)

Incident Commander Type 1 (ICT1)

Incident Commander Type 2 (ICT2)

Personnel Time Recorder (PTRC)

Procurement Unit Leader (PROC)

Time Unit Leader (TIME)

310-1 OTHER TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS

None

Finance/Administration Section Chief Type 2 (FSC2)

(Position Category: ICS)

310-1 REQUIRED TRAINING

Advanced ICS (I-400)

Command and General Staff (S-420)

FOREST SERVICE ADDITIONAL REQUIRED TRAINING

NIMS: An Introduction (IS-700)

NRF: An Introduction (IS-800B)

310-1 REQUIRED EXPERIENCE

Satisfactory performance as a Time Unit Leader ([TIME](#))

+

Satisfactory performance as a Procurement Unit Leader ([PROC](#))

+

Successful position performance as a Finance/Administration Section Chief Type 2 (FSC2)

OR

Satisfactory performance as a Time Unit Leader ([TIME](#))

+

Satisfactory performance as a Cost Unit Leader ([COST](#))

+

Successful position performance as a Finance/Administration Section Chief Type 2 (FSC2)

310-1 PHYSICAL FITNESS LEVEL

[None required](#)

310-1 POSITIONS THAT MAINTAIN CURRENCY FOR FSC2

Compensation/Claims Unit Leader ([COMP](#))

Cost Unit Leader ([COST](#))

Finance/Administration Section Chief Type 1 ([FSC1](#))

Incident Business Advisor Type 1 ([IBA1](#))

Incident Business Advisor Type 2 ([IBA2](#))

Incident Commander Type 1 ([ICT1](#))

Incident Commander Type 2 ([ICT2](#))

Procurement Unit Leader ([PROC](#))

Time Unit Leader ([TIME](#))

FSC2 MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS

Compensation/Claims Unit Leader ([COMP](#))

Cost Unit Leader ([COST](#))

Equipment Time Recorder ([EQTR](#))

Finance/Administration Section Chief Type 1 ([FSC1](#))

Incident Business Advisor Type 2 ([IBA2](#))

Incident Commander Type 1 ([ICT1](#))

Incident Commander Type 2 ([ICT2](#))

FSC2 MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS (cont.)Personnel Time Recorder ([PTRC](#))Procurement Unit Leader ([PROC](#))Time Unit Leader ([TIME](#))**310-1 OTHER TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS**

Finance/Administration Section Chief (S-460)

Organizational Leadership in the Fire Service (L-480)

Time Unit Leader (TIME)

(Position Category: ICS)

310-1 REQUIRED TRAINING

Basic ICS (I-200)

Intermediate ICS (I-300)

NRF: An Introduction (IS-800B)

FOREST SERVICE ADDITIONAL REQUIRED TRAINING

NIMS: An Introduction (IS-700)

Finance/Administrative Unit Leader (S-360)

310-1 REQUIRED EXPERIENCE

Satisfactory performance as a Personnel Time Recorder ([PTRC](#))

+

Successful position performance as a Time Unit Leader (TIME)

310-1 PHYSICAL FITNESS LEVEL

[None required](#)

310-1 POSITIONS THAT MAINTAIN CURRENCY FOR TIME

Equipment Time Recorder ([EQTR](#))

Finance/Administration Section Chief Type 1 ([FSC1](#))

Finance/Administration Section Chief Type 2 ([FSC2](#))

Personnel Time Recorder ([PTRC](#))

TIME MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS

Commissary Manager ([CMSY](#))

Finance/Administration Section Chief Type 2 ([FSC2](#))

Personnel Time Recorder ([PTRC](#))

Procurement Unit Leader ([PROC](#))

310-1 OTHER TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS

Finance/Administration Unit Leader (S-360)

Fireline Leadership (L-380)

Personnel Time Recorder (PTRC)

(Position Category: ICS)

310-1 REQUIRED TRAINING

Introduction to ICS (I-100)

NIMS: An Introduction (IS-700)

FOREST SERVICE ADDITIONAL REQUIRED TRAINING

Interagency Incident Business Management (S-260)

Applied Interagency Incident Business Management (S-261)

310-1 REQUIRED EXPERIENCE

Successful position performance as a Personnel Time Recorder (PTRC)

FOREST SERVICE ADDITIONAL REQUIRED EXPERIENCE

On-the-job experience in Incident Base Automation (I-Suite)

310-1 PHYSICAL FITNESS LEVEL

None required

310-1 POSITIONS THAT MAINTAIN CURRENCY FOR PTRC

Equipment Time Recorder ([EQTR](#))

Finance/Administration Section Chief Type 1 ([FSC1](#))

Finance/Administration Section Chief Type 2 ([FSC2](#))

Time Unit Leader ([TIME](#))

PTRC MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS

Commissary Manager ([CMSY](#))

Equipment Time Recorder ([EQTR](#))

Procurement Unit Leader ([PROC](#))

Time Unit Leader ([TIME](#))

310-1 OTHER TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS

Applied Interagency Incident Business Management (S-261)

Basic Wildland Fire Orientation (S-110)

Human Factors in the Wildland Fire Service (L-180)

Incident Base Automation (I-Suite)

Interagency Incident Business Management (S-260)

Cost Unit Leader (COST)

(Position Category: ICS)

310-1 REQUIRED TRAINING

Introduction to ICS (I-100)

Basic ICS (I-200)

Intermediate ICS (I-300)

NIMS: An Introduction (IS-700)

NRF: An Introduction (IS-800B)

FOREST SERVICE ADDITIONAL REQUIRED TRAINING

I-Suite Incident Base Automation

Interagency Incident Business Management (S-260)

Applied Interagency Incident Business Management (S-261)

Finance/Administration Unit Leader (S-360)

310-1 REQUIRED EXPERIENCE

Successful position performance as a Cost Unit Leader (COST)

310-1 PHYSICAL FITNESS LEVEL

None required

310-1 POSITIONS THAT MAINTAIN CURRENCY FOR COST

Finance/Administration Section Chief Type 1 ([FSC1](#))

Finance/Administration Section Chief Type 2 ([FSC2](#))

COST MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS

Finance/Administration Section Chief Type 2 ([FSC2](#))

310-1 OTHER TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS

Applied Interagency Incident Business Management (S-261)

Basic Wildland Fire Orientation (S-110)

Finance/Administration Unit Leader (S-360)

Fireline Leadership (L-380)

Incident Base Automation (I-Suite)

Interagency Incident Business Management (S-260)

Compensation/Claims Unit Leader (COMP)

(Position Category: ICS)

310-1 REQUIRED TRAINING

Basic ICS (I-200)

Intermediate ICS (I-300)

NRF: An Introduction (IS-800B)

FOREST SERVICE ADDITIONAL REQUIRED TRAINING

NIMS: An Introduction (IS-700)

310-1 REQUIRED EXPERIENCE

Satisfactory performance as a Compensation-for Injury Specialist ([INJR](#))

+

Satisfactory performance as a Claims Specialist ([CLMS](#))

+

Successful position performance as a Compensation/Claims Unit Leader (COMP)

310-1 PHYSICAL FITNESS LEVEL

[None required](#)

310-1 POSITIONS THAT MAINTAIN CURRENCY FOR COMP

Claims Specialist ([CLMS](#))

Compensation-for-Injury Specialist ([INJR](#))

Finance/Administration Section Chief Type 2 ([FSC2](#))

COMP MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS

Claims Specialist ([CLMS](#))

Compensation-for-Injury Specialist ([INJR](#))

Finance/Administration Section Chief Type 2 ([FSC2](#))

310-1 OTHER TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS

Finance/Administration Unit Leader (S-360)

Fireline Leadership (L-380)

Compensation-for-Injury Specialist (INJR)

(Position Category: ICS)

310-1 REQUIRED TRAINING

Introduction to ICS (I-100)

NIMS: An Introduction (IS-700)

FOREST SERVICE ADDITIONAL REQUIRED TRAINING

None

310-1 REQUIRED EXPERIENCE

Successful position performance as a Compensation-for-Injury Specialist (INJR)

310-1 PHYSICAL FITNESS LEVEL

None required

310-1 POSITIONS THAT MAINTAIN CURRENCY FOR INJR

Claims Specialist ([CLMS](#))

Compensation/Claims Unit Leader ([COMP](#))

INJR MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS

Claims Specialist ([CLMS](#))

Compensation/Claims Unit Leader ([COMP](#))

310-1 OTHER TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS

Applied Interagency Incident Business Management (S-261)

Basic Wildland Fire Orientation (S-110)

Human Factors in the Wildland Fire Service (L-180)

Interagency Incident Business Management (S-260)

Claims Specialist (CLMS)

(Position Category: ICS)

310-1 REQUIRED TRAINING

Introduction to ICS (I-100)

NIMS: An Introduction (IS-700)

FOREST SERVICE ADDITIONAL REQUIRED TRAINING

None

310-1 REQUIRED EXPERIENCE

Successful position performance as a Claims Specialist (CLMS)

310-1 PHYSICAL FITNESS LEVEL

None required

310-1 POSITIONS THAT MAINTAIN CURRENCY FOR CLMS

Compensation/Claims Unit Leader ([COMP](#))

Compensation-for-Injury Specialist ([INJR](#))

CLMS MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS

Compensation/Claims Unit Leader ([COMP](#))

Compensation-for-Injury Specialist ([INJR](#))

310-1 OTHER TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS

Applied Interagency Incident Business Management (S-261)

Basic Wildland Fire Orientation (S-110)

Human Factors in the Wildland Fire Service (L-180)

Interagency Incident Business Management (S-260)

Procurement Unit Leader (PROC)

(Position Category: ICS)

310-1 REQUIRED TRAINING

Basic ICS (I-200)

Intermediate ICS (I-300)

NRF: An Introduction (IS-800B)

FOREST SERVICE ADDITIONAL REQUIRED TRAINING

Introduction to ICS (I-100)

NIMS: An Introduction (IS-700)

AUTHORITY

Federal delegated acquisition authority to obligate Government funds of \$100,000 or greater. The Position Task Book may be initiated prior to receiving delegated authority. Certification may not be granted until delegated authority has been obtained.

310-1 REQUIRED EXPERIENCE

Satisfactory performance as an Equipment Time Recorder ([EQTR](#))

+

Successful position performance as a Procurement Unit Leader (PROC)

FOREST SERVICE ADDITIONAL REQUIRED EXPERIENCE

Successful position performance as a Procurement Unit Leader (PROC)

The Forest Service deviates from the 310-1 by not requiring prerequisite experience of Equipment Time recorder. Forest Service Procurement Unit Leaders must be qualified Contracting Officers (FSH 6309.32) and, by policy, they will not be mobilized into positions other than those that also require delegated acquisition authority (that is Buying Team Leader).

310-1 PHYSICAL FITNESS LEVEL

[None required](#)

310-1 POSITIONS THAT MAINTAIN CURRENCY FOR PROC

Equipment Time Recorder ([EQTR](#))

Finance/Administration Section Chief Type 1 ([FSC1](#))

Finance/Administration Section Chief Type 2 ([FSC2](#))

Personnel Time Recorder ([PTRC](#))

Time Unit Leader ([TIME](#))

PROC MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS

Equipment Time Recorder ([EQTR](#))

Finance/Administration Section Chief Type 2 ([FSC2](#))

310-1 OTHER TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS

Finance/Administration Unit Leader (S-360)

Fireline Leadership (L-380)

Equipment Time Recorder (EQTR)

(Position Category: ICS)

310-1 REQUIRED TRAINING

Introduction to ICS (I-100)

NIMS: An Introduction (IS-700)

FOREST SERVICE ADDITIONAL REQUIRED TRAINING

None

310-1 REQUIRED EXPERIENCE

Successful position performance as an Equipment Time Recorder (EQTR)

FOREST SERVICE ADDITIONAL REQUIRED EXPERIENCE

On-the-job experience in Incident Base Automation (I-Suite)

310-1 PHYSICAL FITNESS LEVEL

None required

310-1 POSITIONS THAT MAINTAIN CURRENCY FOR EQTR

Finance/Administration Section Chief Type 1 ([FSC1](#))

Finance/Administration Section Chief Type 2 ([FSC2](#))

Personnel Time Recorder ([PTRC](#))

Procurement Unit Leader ([PROC](#))

EQTR MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS

Personnel Time Recorder ([PTRC](#))

Procurement Unit Leader ([PROC](#))

Time Unit Leader ([TIME](#))

310-1 OTHER TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS

Applied Interagency Incident Business Management (S-261)

Basic Wildland Fire Orientation (S-110)

Human Factors in the Wildland Fire Service (L-180)

Interagency Incident Business Management (S-260)

Commissary Manager (CMSY)

(Position Category: ICS)

310-1 REQUIRED TRAINING

Introduction to ICS (I-100)

NIMS: An Introduction (IS-700)

FOREST SERVICE ADDITIONAL REQUIRED TRAINING

None

310-1 REQUIRED EXPERIENCE

Successful position performance as a Commissary Manager (CMSY)

310-1 PHYSICAL FITNESS LEVEL

None required

310-1 POSITIONS THAT MAINTAIN CURRENCY FOR CMSY

Personnel Time Recorder ([PTRC](#))

Time Unit Leader ([TIME](#))

CMSY MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS

None

310-1 OTHER TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS

Applied Interagency Incident Business Management (S-261)

Basic Wildland Fire Orientation (S-110)

Human Factors in the Wildland Fire Service (L-180)

Interagency Incident Business Management (S-260)

Incident Business Advisor Type 1 (IBA1)

(Position Category: Incident Support)

310-1 REQUIRED TRAINING

Advanced ICS (I-400)

FOREST SERVICE ADDITIONAL REQUIRED TRAINING

NIMS: An Introduction (IS-700)

NRF: An Introduction (IS-800B)

310-1 REQUIRED EXPERIENCE

Satisfactory performance as an Incident Business Advisor Type 2 ([IBA2](#))

+

Successful position performance as an Incident Business Advisor Type 1 (IBA1)

310-1 PHYSICAL FITNESS LEVEL

[None required](#)

310-1 POSITIONS THAT MAINTAIN CURRENCY FOR IBA1

Finance/Administration Section Chief Type 1 ([FSC1](#))

Incident Business Advisor Type 2 ([IBA2](#))

IBA1 MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS

Finance/Administration Section Chief Type 1 ([FSC1](#))

Finance/Administration Section Chief Type 2 ([FSC2](#))

Incident Business Advisor Type 2 ([IBA2](#))

310-1 OTHER TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS

None

Incident Business Advisor Type 2 (IBA2)

(Position Category: Incident Support)

310-1 REQUIRED TRAINING

Basic ICS (I-200)

Intermediate ICS (I-300)

NIMS: An Introduction (IS-700)

NRF: An Introduction (IS-800B)

FOREST SERVICE ADDITIONAL REQUIRED TRAINING

Incident Business Advisor (S-481)

310-1 REQUIRED EXPERIENCE

Successful position performance as an Incident Business Advisor Type 2 (IBA2)

310-1 PHYSICAL FITNESS LEVEL

None required

310-1 POSITIONS THAT MAINTAIN CURRENCY FOR IBA2

Finance/Administration Section Chief Type 1 ([FSC1](#))

Finance/Administration Section Chief Type 2 ([FSC2](#))

Incident Business Advisor Type 1 ([IBA1](#))

IBA2 MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS

Finance/Administration Section Chief Type 2 ([FSC2](#))

Incident Business Advisor Type 1 ([IBA1](#))

310-1 OTHER TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS

Command and General Staff (S-420)

Finance/Administration Unit Leader (S-360)

Incident Business Advisor (S-481)

Incident Contract Project Inspector (ICPI)

(Position Category: Incident Support)

310-1 REQUIRED TRAINING

Introduction to ICS (I-100)

NIMS: An Introduction (IS-700)

FOREST SERVICE ADDITIONAL REQUIRED TRAINING

None

310-1 REQUIRED EXPERIENCE

Successful position performance as an Incident Contract Project Inspector (ICPI)

310-1 PHYSICAL FITNESS LEVEL

None required

310-1 POSITIONS THAT MAINTAIN CURRENCY FOR ICPI

Contracting Officers Technical Representative (COTR)

ICPI MAINTAINS CURRENCY FOR THESE 310-1 POSITIONS

None

310-1 OTHER TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS

Applied Interagency Incident Business Management (S-261)

Basic Wildland Fire Orientation (S-110)

Interagency Incident Business Management (S-260)